

Minutes of the Finance Committee

Monday, October 7, 2002

Chair Haukohl called the meeting to order at 8:45 a.m.

Present: Supervisors Pat Haukohl (Chair), Jim Behrend, Genia Bruce, and Joe Griffin. Joe Marchese arrived at 8:52 a.m. and Don Broesch arrived at 9:02 a.m. **Absent:** Mike Sonnentag.

Also Present : Legislative Policy Advisor Mark Mader, Chief of Staff Lee Esler, Treasurer Pam Reeves, Budget Manager Keith Swartz, Senior Financial Analyst Clara Daniels, Senior Financial Analyst Mike Baniel, County Clerk Elect Kathy Nickolaus, Personnel Committee Chair Duane Paulson, County Clerk Pat Madden, Deputy County Clerk Kelly Yaeger, County Board Supervisor Hank Carlson, Chief of Staff Jeff Landin, Corporation Counsel Tom Farley, Assistant Principal Corporation Counsel Debbie Price, Financial Analyst Amy Sawyer, County Board Chair Jim Dwyer, Community Development Block Grant (CDBG) Coordinator Glen Lewinski, Community Development Program Assistant Donna Walbert, Senior Financial Analyst Andy Thelke, Federated Library Director Tom Hennen, Public Works Committee Chair Dick Manke, and Airport Manager Keith Markano.

Executive Committee Report

Haukohl advised of the following issues discussed at the last Executive Committee meeting. The committee reviewed 2003 budgets for Non-Departmental, Federated Library, Community Development, and UW-Extension. UW-Extension Director Marcia Jantes said she will pursue grants as much as possible due to some major budget reductions.

They also reviewed capital project #13 which is courthouse security. The Executive Committee is looking to spread this project over at two or three-year period rather than spending all funding in the first year. Regarding project #43, the storm water master plan at the airport, Parks & Land Use Director Dale Shaver will work with Airport Manager Keith Markano to develop a storm water study of the entire grounds area including the Expo Center, Highway Operations, and the airport. They also reviewed project #42, reconstructing airport runway 18/36. The committee felt this should come after the storm water plan and not at the same time as originally proposed. A proposed environmental assessment capital project which addresses safety issues at the airport was explained by Markano. The study would cost about \$300,000 but the County would pay only \$16,000 – the rest would be paid with federal dollars. The Executive Committee agreed this should be added to the capital project list.

The committee approved the ordinance to create the Criminal Justice Coordinating Council. Haukohl urged the Finance Committee to watch for how the funding is placed within the budget.

Joe Marchese arrived at 8:52 a.m.

Review Correspondence

Haukohl distributed copies of a memo from the Sheriff's Department requesting a reallocation of dollars. This will be agenda item for the next Finance Committee meeting.

Discuss and Consider the 2003 Operating Budget for the Treasurer's Office

Reeves discussed the 2003 budget as outlined in the budget book. Reeves said all of their 2002 objectives have either been met or will be met in the next couple of months. Total expenditures increased \$84,433 or 15.5% from 1992 (\$543,429 was budgeted for 2002 and \$627,862 is being

budgeted for 2003). Total revenues increased \$290,600 or 4.4% (\$6,679,200 was budgeted for 2002 and \$6,969,800 is being budgeted for 2003). Total tax levy decreased \$206,167 or 3.4%. Overall, the number of positions decreased 0.50 for a total of 6.14 FTE positions budgeted for 2003.

Don Broesch arrived at 9:02 a.m.

MOTION: Marchese moved, second by Griffin to tentatively approve the 2003 budget for the Treasurer's Office. Motion carried 6 -0.

Discuss and Consider 2003 Operating Budgets for the County Clerk, County Executive, Corporation Counsel, and County Board

Madden, Yaeger, and Paulson were present to discuss the 2003 budget for the County Clerk's Office including the objectives. Total expenditures decreased \$105,982 or 19.6% (\$540,774 was budgeted for 2002 and \$434,792 is being budgeted for 2003). Total revenue increased \$1,875 or 1.5% (\$127,175 was budgeted for 2002 and \$129,050 is being budgeted for 2003). Total tax levy decreased \$107,857 or 26.1% (\$413,599 was budgeted for 2002 and \$305,742 is being budgeted for 2003). The position summary showed a decrease of 0.10 for a total of 5.12 FTE positions.

MOTION: Behrend moved, second by Broesch to tentatively approve the 2003 operating budget for the County Clerk. Motion carried 6 -0.

Landin and Paulson were present to discuss the 2003 operating budget for the County Executive's budget including the objectives. Total expenditures and total levy increased 1.9% or \$9,311 (\$487,060 was budgeted for 2002 and \$496,371 is being budgeted for 2003). Total revenues remained the same. The position summary showed a decrease of 0.04 for a total of 4.75 FTE positions.

MOTION: Behrend moved, second by Bruce to tentatively approve the 2003 operating budget for the County Executive. Motion carried 6 -0.

Farley, Price, and Sawyer were present to discuss the 2003 operating budget for the Corporation Counsel's Office which includes the Child Support Division. Total expenditures increased \$146,194 or 4.8% (\$3,038,526 was budgeted for 2002 and \$3,184,720 is being budgeted for 2003). Total revenues increased \$56,318 or 2.6% (\$2,179,573 was budgeted for 2002 and \$2,235,891 is being budgeted for 2003). The total tax levy increased 10.5% or \$89,876 (\$858,593 was budgeted for 2002 and \$948,469 is being budgeted in 2003). The position summary showed a decrease of 0.82 for a total of 43.39 FTE positions. Sawyer distributed various statistics and information on the Child Support Division including performance measures, case conversion, and funding where by Price reviewed same as outlined.

MOTION: Marchese moved, second by Griffin to tentatively approve the 2003 operating budget for Corporation Counsel. Motion carried 6 -0.

The committee recessed at 11:40 a.m. and reconvened at 12:32 p.m. Haukohl, Bruce, Griffin, and Marchese were in attendance.

Dwyer, Esler and Paulson were present to discuss the 2003 County Board budget including the objectives. Total expenditures increased \$30,118 or 2.5% (\$1,227,504 was budgeted for 2002 and \$1,257,622 is being budgeted for 2003). The tax levy also increased \$30,118 or 2.5%. Total revenues and the number of positions remained the same at \$0 and 9.01 FTE, respectively.

Behrend and Broesch returned at 12:50 p.m.

MOTION: Marchese moved, second by Broesch to tentatively approve the 2003 operating budget for the County Board. Motion carried 6 -0.

Discuss and Consider 2003 Operating Budgets for the Community Development Program and the Federated Library System

Lewinski, Walbert, Daniels, and Dwyer were present to discuss the 2003 budget for the Community Development Program. Lewinski noted that this is a non-tax levy budget. Both revenues and expenditures decreased \$28,530 or 0.9%. The position summary showed a decrease of 0.36 for a total of 2.31 FTE positions.

MOTION: Griffin moved, second by Behrend to tentatively approve the 2003 operating budget for the Community Development Program. Motion carried 6 -0.

Hennen, Thelke, and Dwyer were present to discuss the 2003 budget for the Federated Library System. Total expenditures increased \$143,464 or 4.1% (\$3,529,431 was budgeted for 2002 and \$3,672,895 is being budgeted for 2003). Total revenues decreased \$36,210 or 3.1% (\$1,165,000 was budgeted for 2002 and \$1,128,790 is being budgeted for 2003). Total tax levy increased \$179,674 or 7.6% (\$2,364,431 was budgeted for 2002 and \$2,544,105 is being budgeted for 2003). The number of FTE positions remained at 7.51.

MOTION: Griffin moved, second by Bruce to tentatively approve the 2003 operating budget for the Federated Library System. Motion carried 6 -0.

Discuss and Consider the 2003 Operating Budget for the Airport

Markano and Mankewere present to discuss the 2003 budget for the airport. Total expenditures increased \$1,068,723 or 0.9% (\$1,059,189 was budgeted for 2002 and \$1,068,723 is being budgeted for 2003). Total revenues increased \$9,534 or 1.2% (\$787,736 was budgeted for 2002 and \$797,270 is being budgeted for 2003). The tax levy and the position summary remained the same at \$271,453 and 3.00 FTE positions, respectively.

Broesch left the meeting at 2:42 p.m.

MOTION: Behrend moved, second by Griffin to tentatively approve the 2003 operating budget for the airport. Motion carried 5 -0.

MOTION: Marchese moved, second by Behrend to adjourn at 3:03 p.m. Motion carried 5 -0.

Recorded by Mary Pedersen, Legislative Associate.

Respectfully submitted,

Joseph F. Griffin
Secretary